

DECLASSIFIED
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USS ARCHIVE

WASHINGTON - PERS-PERS-1

186

SS 71-186 en

File

26 November 1945

Mr. Al Carrolls, on the payroll of SSU until 19 December,
NOTES on Conference between Lt. Col. Sands, Mr. Stephen Newmark (Field Photographic Branch), and Lt. Col. Shallcross.

The following steps in liquidating the Field Photographic Branch are in the process of completion, but will not be completed by 1 December 1945:

- A. IPDP: Photographic materials have been released to the Navy Department and final arrangements for their retention by the Navy Department are being handled by Lt. Col. P. L. Gore. R&A are receiving IPDP material shipped from ETO.
- B. Photographic material purchased by Field Photographic Branch and being turned over to the Department of Agriculture, have been listed and submitted through Capt. Howard Preston, Services Branch, SSU, to Mr. Fox, Surplus Property Board. A letter from the Department of Agriculture to the Surplus Property Board requesting this material has also been sent. Part of the equipment shown on the list by Field Photographic Branch as surplus originally belonged to the Department of Agriculture, but was incorporated with newly purchased items to complete the studio equipment. In the event that the Surplus Property Board refuses the request of SSU to transfer its equipment to the Department of Agriculture, the list must then be withdrawn at once and revised, eliminating Department of Agriculture equipment. Col. Sands has agreed to expedite this transfer if possible.
- C. All other property, including installations for still photo reproduction, is to be transferred to Army Signal Corps. Property turn-in slips inventorying this property will be completed by 1 December and submitted to Services Branch, SSU. It then will be necessary for Services Branch to prepare shipping tickets, dismantle, crate, and ship this material to the Army Signal Depot at Holabird.
- D. The Library of Congress are picking up films released by SSU concerning Japan, on 27 November 1945.
- E. All SSU films will be boxed and itemized by 1 December, and stored in a vault of the Department of Agriculture Building, this storage to be temporary for a period not to exceed two months from 1 December 1945.

18
- 2 -

Al Carrello, on the payroll of SSU until 19 December, be contacted by Services or any other interested SSU individual, as to the physical location of all property mentioned above.

Field Photographic Branch will leave two civilians at their former headquarters in the Department of Agriculture, to assist in making the necessary disposition of property. These individuals should be reported by name to Col. Gamble before 1 December as being retained for this purpose, and should be separated at such time as the physical disposition of the property has been made.

LBB
Lawrence B. Shallcross
Lt. Col., Cav.
Executive Officer
Intelligence Operations

cc: Lt. Col. Sands
Col. Gamble
Col. Harris

To: *MR. GARDNER*

ED -

Col Getz is

ENDING UP A RADAR

REPORT IN CONNECTION

WITH A PROJECT WITH

THE AIR FORCE - HE

will be through by 1

DEC - AFTER THAT THE

Following will stay on under

OSS Form 3054

(3308)

CAPT HALL

ONE (21

ONE SECT

PARTMENT

ANT SECRETARY OF WAR

ERVICES UNIT

REETTS, N.W.

ON 25, D.C.

6 November 1945

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fication Personnel

Telephone conversation with
Charles Roberts, the names
Reports Declassification work
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tz, Jr.

over the job of Reports
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Office of the Executive Officer

(30449)

Lt. Hall will serve as Assistant to the Reports
Declassification Officer. His wide knowledge of personnel
and operations overseas has proved invaluable in the job
of checking and declassifying material for publication.

Cpl. A. H. Woods and Pfc F. J. Blachly

These men are both well qualified as readers
and editors in addition to being generally familiar with
OSS projects and policy. Neither is eligible for immediate
discharge.

2. Because of the volume of correspondence with
magazines and other publications, it is anticipated that
a secretary of a rating at least CAF-7, will be required
on a full time basis for some time to come. Mrs. Dorothy
Rouden is now serving in this capacity and should be retained.

John M. Shaheen
John M. Shaheen
Commander, USNR
Reports Declassification Officer

WAR DEPARTMENT
OFFICE OF THE ASSISTANT SECRETARY OF WAR
STRATEGIC SERVICES UNIT

25th & E STREETS, N.W.
WASHINGTON 25, D.C.

6 November 1945

To: Colonel Edward Gamble
From: Condr. John M. Shaheen
Subject: Reports Declassification Personnel

1. Pursuant to your telephone conversation with my Executive Officer, Lt. Charles Roberts, the names of personnel required for Reports Declassification work after 15 November are submitted herewith:

Lt. Col. John G. Getz, Jr.

Col. Getz will take over the job of Reports Declassification Officer when it is vacated by me. He has heretofore been assisting in this work and is thoroughly familiar with it.

1st Lt. Roger Hall

Lt. Hall will serve as Assistant to the Reports Declassification Officer. His wide knowledge of personnel and operations overseas has proved invaluable in the job of checking and declassifying material for publication.

Cpl. A. H. Woods and Pfc F. J. Blachly

These men are both well qualified as readers and editors in addition to being generally familiar with OSS projects and policy. Neither is eligible for immediate discharge.

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John M. Shaheen
John M. Shaheen
Commander, USNR
Reports Declassification Officer

SSU-486 121
Liquidation

[Signature]
Reports
Declassification

Courier Service



CENTRAL
ADMINISTRATION
SOUTH
QUE
COLINER
ARMY
SCHOOL HOUSE

WASHINGTON AUDITORIUM
1340 STREET
ARCHIVES
SOUTH AGRICULTURE
LIBRARY OF CONGRESS
1030 CONN. AVE
... (LEAVING)
... (LEAVING)

DEPARTMENT OF STATE
JOINT CHIEF OF STAFF
1735 NEW YORK AVENUE
1712 G STREET
TREASURE DEPARTMENT
COMMERCE DEPARTMENT
FEDERAL BUREAU OF INVESTIGATION
HUTCHINSON'S BUILDING 10th & D STREET
NEW WAR DEPARTMENT
NAVY
MUNITIONS
2101 CONSTITUTION AVENUE
PENTAGON
TEMPO B
GRAVELLEY POINT
SOCIAL SECURITY BUILDING
TEMPO A
ARMY MAP SERVICE
2501 QUE STREET
TEMPO T
WASHINGTON BUILDING
WINDER BUILDING
261 CONSTITUTION AVENUE
DORCHESTER HOUSE
LA SALLE BUILDING
TEMPO U
1818 H STREET

*4 hours and
2 days 10:15 PM.
T. Shale 3 other trips daily
plus above trips 2 Shale.*

*File Misc Reg. Folder
W32*

John K. Anderson CWO X2543.

MEN FOR THE GROUNDS
 MAN FOR SCHOOLHOUSE
 1 MAN FOR ANNEX WAGON
 1 MAN FOR WAGON DOWNTOWN
 2 MEN FOR ANNEX
 2 DRIVERS
 2 MEN FOR OUTSIDE RUNS
 3 MEN IN OFFICE
 2 MEN ON FURLOUGH
 1 MAN ON PASS
 1 MAN FOR DIRECTORS OFFICE (Curtis)

22 MEN

MALLON
 LIVINGSTON (LEAVING)
 BALL
 DE MARTINO
 KIRKPATRICK
 MORATTI (LEAVING)
 COUTURE
 HONG
 NAGEL
 GORDAS LEAVING
 GRAU
 HILL (LEAVING)
 LANIGAN
 PARRY

24 MEN
 13

Average strength during Institutes 32. at
 times 37 or 38.

Mr. Ball is asking for
 his of the necessity for the continuance of the work
 and will advise you.

The Military Pool is under the jurisdiction of Major
 Marshall and covers such heavy duty trucks and miscellaneous
 equipment, plus several buses. A complete list will be
 turned you by the Major. At the present time the pool
 have access equipment. However, the Military Pool
 some thirty or more vehicles to Granger just a couple of
 ago and as soon as second echelon maintenance is completed,
 others will be returned.

From a personnel standpoint the Military Pool has
 lost approximately 40% of its total strength since the 1st
 of August, and if it is to maintain the same type of service
 which they have in the past, it will be impossible to carry
 on without additional recruiting for this activity. The only
 possible source is the personnel now assigned to special
 projects, many of whom are from Services originally. These
 people are both in Newark and St. Petersburg, at two times, and
 it may be well to return them to Washington for assignment
 or redeployment.

There seems to be an idea prevalent in this organi-
 zation that often times the vehicles are not used to the best

WAR DEPARTMENT
OFFICE OF THE ASSISTANT SECRETARY OF WAR
STRATEGIC SERVICES UNIT

25th & E STREETS, N.W.
WASHINGTON 25, D.C.

[Handwritten signature]

16 October 1945

MEMORANDUM

TO: Colonel Gamble
SUBJECT: Motor Transportation

As you know, there are two Motor Pools, one under the control of Mr. McHugh, Procurement and Supply, so called Civilian Pool. The complete list of their vehicles has been requested and should be on hand in a few days. The maintenance of these vehicles is taken care of by the Military Motor Pool, and in several cases cars have been assigned to the various branches. Mr. McHugh is asking each branch to advise him of the necessity for the continuance of this practice and will so advise you.

The Military Pool is under the jurisdiction of Major Marshall and covers both heavy duty trucks and passenger equipment, plus several buses. A complete list will be furnished you by the Major. At the present time the Motor Pools have excess equipment. However, the Military Pool returned some thirty or more vehicles to Ordnance just a couple weeks ago and as soon as second echelon maintenance is accomplished, others will be returned.

From a personnel standpoint the Military Pool has lost approximately 40% of its total strength since the 8th of August, and if OSS is to maintain the same type of service which they have in the past, it will be impossible to carry on without additional recruiting for this activity. The only possible source is the personnel now assigned to Special Projects, many of whom came from Services originally. These people are both in Newark and St. Petersburg, as you know, and it may be well to return them to Washington for reassignment or severance.

There seems to be an idea prevalent in this organization that often times the vehicles are not used to the best

DECLASSIFIED

advantage. Major Marshall, however, says that some one person has been designated in each branch to O. K. all trips, and he does not believe that it is his business to question the necessity.

One thing has developed and that seems to be that although we maintain an hourly service to the Pentagon, the people in OSS would much rather go by private car. This practice should be discontinued. Furthermore, it seems feasible to have General Magruder or Colonel Quinn write a memorandum which should be widely distributed advising of this service and stating that in view of the liquidating of this organization, it would be impossible to continue motor vehicle service on the same level as that maintained in the past. A special warning probably should go to the Branch Chiefs indicating that with our lessened activities there should not be the necessity for so many trips.

It might also be worthwhile considering the consolidation of the two motor pools under one strong head, and thereby save in driver personnel as well as dispatching and maintenance people.

cc
Charles C. Bowman
Lt. Colonel, AC

30 October 1945

License	Year	Make	Engine No.	Type
US 1337	1942	Harley-Davidson	42-G-20845	Motorcycle
US 1687	1942	Pontiac	L6KA-2423	Passenger Sedan
US 818	1942	Plymouth	P14-141550	Station Wagon
US 246	1942	Chevrolet 1 1/2 Panel	ED-352966	Truck
US 1058	1942	Dodge 1 1/2 T	T128-43343	Truck
US 1234	1942	Pontiac	P14-109934A	Passenger Sedan
US 242	1942	Plymouth Panel	P14-91268A	Passenger Sedan
US 243	1942	Plymouth	2135675	Passenger Sedan
US 761	1942	Hudson	2136702	Passenger Sedan
US 804	1942	Hudson	2130031	Passenger Sedan
US 1028	1942	Hudson	G399182	Passenger Sedan
US 1378	1941	Oldsmobile	E-6811	Passenger Sedan
US 1574	1942	Packard	E-3073740C	Passenger Sedan
US 1575	1942	Packard	P14-104755	Passenger Sedan
US 1621	1942	Plymouth	GRD-2-14-46530	Station Wagon
US 245	1941	International	18-6687359	Station Wagon
US 1374	1941	Ford	18-6687359	Station Wagon
US 1059	1942	Ford	18-6836491	Passenger Sedan
US 1458	1941	Plymouth	P-11336940-B	Passenger Sedan
US 241	1942	Dodge	T-112-65179	Station Wagon
US 1060	1942	Mercury	99A-337317	Passenger Sedan
DC 105-410	1941	De Soto	88-61752	Passenger Sedan
DC 105-411	1940	Pontiac	6-680934	Passenger Sedan
MD 411-925	1941	Dodge	D-19222550	Passenger Sedan
MD 411-927	1941	Chevrolet	AA 317710	Passenger Sedan
MD 411-929	1942	Ford	18-6082696	Passenger Sedan
MD 411-930	1941	Mercury	99A-337317	Passenger Sedan
MD 411-931	1941	Pontiac	8-286714	Passenger Sedan
MD 440-553	1942	Plymouth	P14-59979	Passenger Sedan
MD 440-554	1940	Chevrolet	3616384	Passenger Sedan
DC 124-491	1940	Ford	18-5462950	Station Wagon
EO-4241	1942	Dodge 1 1/2 T	T-118-60733	Truck
MD 492-296	1941	Dodge	D19-27549	Passenger Sedan
EO 4211	1942	Dodge	D-22-29400	Passenger Sedan
DC 105-408	1940	Chevrolet	2900011	Passenger Sedan

		<u>Make</u>	<u>Engine No.</u>	<u>Type</u>
		<u>COMMUNICATIONS</u>		
		Chevrolet	AA-570367	Passenger Sedan
		Chevrolet	AC-62703	Passenger Sedan
		Pontiac	P6KB-10737	Station Wagon
		Pontiac	P6KB-10435	Station Wagon
		Ford	18-6908139	Station Wagon
		<u>PROCUREMENT AND SUPPLY</u>		
		International 3/4TP	GRD-21453543	Truck
		Ford 1 1/2 Vanette	10T-73959	Truck
		Dodge 1 1/2 Stake	T118-48405	Truck
		Ford 1 1/2 Panel	19T-93539	Truck
		Ford	18-6233087	Station Wagon
		Dodge	T207-19321	Station Wagon
		<u>WHITE HOUSE</u>		
		Cadillac	3380445	Passenger Sedan
		<u>COL. GOODFELLOW</u>		
		Pontiac	L6KA-2889	Passenger Sedan
		<u>GEN. MAGRUDER</u>		
		Mercury	99-A-473811	Passenger Sedan
		<u>SI</u>		
		Mercury	99A-471175	Passenger Sedan
		<u>SECURITY</u>		
		Ford Sedan	1GA-67297	Passenger Sedan
		<u>DIRECTOR'S OFFICE</u>		
		Buick	93959386	Passenger Sedan
		<u>MAP (R & A)</u>		
		Oldsmobile	G389182	Passenger Sedan
		<u>MO</u>		
		Chrysler	C-34-6656	Passenger Sedan
		<u>GD</u>		
		Chevrolet	2900011	Passenger Sedan

*liquidation
out of town
used between
offices
at memo
No written justification*

*Property Sec.
San Fran., Cal.
San Fran., Cal.
turned in
San Fran.*

turned in

Make Engine No. Type

VISUAL PRESENTATION

Oldsmobile	GA-463955	Station Wagon
Chevrolet	BD-360197	Station Wagon

FIELD PHOTOGRAPHIC

1942 Chevrolet	BD351074	Station Wagon
1941 Ford	18-6683807	Station Wagon
1942 Chevrolet 1 1/2 T Panel	ABF-63563	Truck

18 October 1948

1 to be released
15 nov.
turned in 15 oct.

NEW YORK

1. Inclosed is a showing distribution of
2. There are a total of 14 vehicles and personnel assigned to the military
3. There are a total of 14 vehicles and personnel assigned to the military
4. There are a total of 14 vehicles and personnel assigned to the military

STORAGE

1941 Oldsmobile	G227471	Passenger Sedan - Property Sec.
1941 Chevrolet	AD-794816	Passenger Sedan - San Fran., Cal.
1942 Willys American	442-90729	Passenger Sedan - San Fran., Cal.
1942 Willys American	442-91239-D1	Passenger Sedan - San Fran., Cal.
1941 Ford	18-6415975	Station Wagon - FB & D
1942 Chrysler	C-34-22244	Station Wagon - Sta "Y"

Last week, for a period of 8 days, the cars in this pool
made 271 trips. This with average 45 trips per day with an
average time of 2 hours and 5 minutes for each trip. For your
information, the using agencies are detailed on the attached
inclosure.

For Chief, Military Liaison Branch and Supply Division:

W. A. MARSHALL,
Major, GSN,
Administrative Officer.

3 Incls.

Naval Commun
Memorandum • UNITED STATES GOVERNMENT

Motor Pool
10 Oct 45
(Orig & attached)
as in Registry File
16 October 1945

MEMORANDUM

TO: Lt. Col. Charles C. Bowman

1. Inclosed is a statement showing distribution of military motor vehicles and personnel assigned to the Military Motor Pool, SSU.

2. There are a total of 75 men on duty this date, distributed as indicated on the attached inclosure. Twelve men will be lost during this week due to discharges, leaving a net total of 63 men. Shortly after the first of the month, it is expected that 15 persons will be lost because of the reduction in the number of points required for discharge.

3. In order to meet the present demands for motor transportation, additional men will be necessary as replacements in the Headquarters Pool which services the City of Washington for passenger transportation. It is believed that the Headquarters Pool should have a minimum of 20 men. A Sergeant in charge, a mechanic, a dispatcher, a grease man, and 16 drivers.

Last week, for a period of 6 days, the cars in this pool made 271 trips. This will average 45 trips per day with an average time of 2 hours and 5 minutes for each trip. For your information, the using agencies are detailed on the attached inclosure.

For Chief, Military Adm Branch and Supply Division:

W. E. MARSHALL,
Major, QMC,
Administrative Officer.

3 Incls.

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Sgt. La Buff, Room 104, North Building.

FROM : Commanding Officer, Naval Command.

SUBJECT: List of Naval Personnel to be detached as
of Lt.Col. Burns memo to All Branch Chiefs,
dated 28 August 1945.

DATE: 5 November 1945.

1. Listed below are the names of the Naval Officers attached to
Naval Command and their approximate date of detachment:

<u>NAME</u>	<u>RANK</u>	<u>PRIMARY DUTY</u>	<u>APPROX. DATE OF DET.</u>
DUNCAN, Jack H.	Capt., USN	Commanding Officer	12-1-45
RAVENEL, Daniel H. Jr.	Comdr., USNR	Executive Officer	12-1-45
EMMONS, Henry T.	Lieut., USNR	Personnel Officer	12-1-45
MORAN, John J.	Lieut., USNR	Demo bilization Off.	12-15-45 ✓
BULFER, Joseph E.	Lt.(jg), USNR	Asst.Liaison Officer	12-1-45
CONNELLY, D.L.	Lt.(jg), USNR	Asst.Pers. Officer	12-15-45 ✓

2. Listed below are the names of the Naval enlisted personnel attached
to Naval Command and their approximate date of detachment.

<u>NAME</u>	<u>RATE</u>	<u>APPROXIMATE DATE OF DETACHMENT</u>
BAUMGARTNER, Merle B.	Y2c, USNR	12-15-45 ✓
DAVIS, James A.	CY, USNR	12-1-45
FORREST, Howard C.	Y2c, USNR	12-1-45
HALL, Donald A.	Y1c, USNR	11-10-45
HARDIE, James W.	SK2c, USNR	11-15-45
JACKSON, Lawrence	Y1c, USNR	12-1-45
JARBOE, George H. Jr.	Y1c, USNR	12-1-45
KNIGHT, Silas B.	Y1c, USNR	12-1-45
MALEC, Raymond S.	Sp(X)1c, USNR	12-1-45
MARTINA, Charles	CY, USN	12-1-45
MORAN, James R.	Sp(X)2c, USNR	12-1-45
PECORARO, George V.	Sp(X)1c, USNR	12-1-45
PIAZZA, Santo	Y1c, USNR	12-1-45
TASSIN, Arthur E.	Y1c, USNR	12-15-45 ✓
VITTI, Samuel J.	Y1c, USNR	12-15-45 ✓
WERTHEIM, Conrad E.	Sgt., USMC	12-15-45 ✓

NOTE: All above personnel can be reached in care of Y1c Piazza,
Room 211, South Building, Extension 2825.

Henry T. Emons
HENRY T. EMONS,
Lieutenant, USNR,
By direction.

WAR DEPARTMENT

STANDARD FORM NO. 64

New York

CONFIDENTIAL

Office Memorandum • UNITED STATES GOVERNMENT

TO : Colonel E. W. Gamble, Jr.
FROM : Eric Staight
SUBJECT: New York Area Liquidation

DATE: October 29, 1945.

This memorandum will serve to confirm the various detailed reports that you have been receiving from Colonel Bowman regarding the progress of our liquidation. At this point I would say that Colonel Bowman has been most helpful and cooperative and that his liaison work between your office and mine has unquestionably smoothed our path.

I believe that it would be in order for your office to circulate a memorandum in Washington giving some information on the New York setup as of 1 November and suggest that the following points be covered therein:

1. As of 1 November 1945 the New York area office at 630 Fifth Avenue will be closed.
2. In order to effect final liquidation certain remaining personnel will be housed at 610 Fifth Avenue, Room 401, Telephone: Columbus 5-8540. This personnel will represent the following branches:

Administrative Services: In charge of
Mr. William Armband
Administrative Officer
New York Area

Procurement and Supply: In charge of
Lt. Col. McIntyre

Transportation: In charge of
Capt. William Eliscu

3. The temporary quarters at 610 Fifth Avenue are not large enough to provide space for visiting Washington personnel, neither will the staff be able to arrange appointments, etc., as in the past. In matters of general urgency however Mr. William Armband, Administrative Officer, should be contacted.

I shall be leaving the organization at the end of this week but shall be available after that time, in a volunteer capacity, should any matter arise in which I can be of assistance.

CC: Mr. Charles Cheston

E. W. Gamble

*Order processed
file
WSS.*

SS 24-186

*SS 24-72
Liquidation*

*New York
Office*

John W.

N.Y. Office
Liquidation
NY office
CONFIDENTIAL
New York
Memorandum • UNITED STATES GOVERNMENT

Mr. Charles S. Cheston

Colonel C. C. Bowman

Confirmation of Conference This Day

DATE: October 17, 1945.

The principal difficulties arising out of the liquidation of the New York office are:

1. What decision will be made by the State Department in respect to taking over the administration and servicing of Foreign Nationalities. This agency can continue without any serious difficulty all of the existing services up to and including 31 December without necessitating any further reduction in forces, namely, five people. A change in the security setup however would be necessary and Mr. Braatoy has agreed that they could manage with someone to make spot checks and also render normal courier service. This subject will be covered later on in the memorandum.

Mr. Braatoy was in conversation with Dr. Langer today and expects to be in Washington for conference with Colonel McCormick, and it is suggested that you sit in on this meeting.

2. Several things have developed from my visit with Colonel McIntyre. It would appear that most of the ground work in respect to contract terminations has been completed. As a matter of fact, there are only 20 vendors who are involved in accounting or return of money or tools used in the manufacture of our materiel, and there are only about 30 contracts still open awaiting terminal information or agreement. However some of the files of this section have been forwarded to Washington for final action or payment and there is some complaint as to why more expeditious action is not taken at headquarters SSU.

It does not seem to me that there will be any great hardship in contracting Colonel McIntyre's organization to the space occupied by six desks as some of his people are in the field constantly. Neither does it seem necessary at this time to transfer current activities to Washington. The statement made this morning that the General Counsel is not the bottle neck at the present time still stands as I had a subsequent conversation with Mr. McHugh on this subject, inasmuch as he stated in many instances he could bypass the General Counsel in cases where no great differences exist.

One of the serious complaints in this office appears to be that pay checks for overtime and termination are very tardy in coming, causing considerable hardship to personnel and giving this agency a black eye. It has been noted that very few of the people severed here in New York since July 1st have received their termination pay.

Transportation will be allotted sufficient space to take care of their normal activities.

Miss Heany will remain on the basis worked out with Mr. Murphy, namely, that she will do double duty in this office in any way considered necessary by Mr. Staight.

The matter of security. I believe that Mr. Nagel and one other man should remain at least for another thirty days from October 31st in order to make the proper spot checks, continue courier service and any other security measures deemed necessary.

Most of the excess special OSS files and material are being packed and will be forwarded to Washington. Other equipment will be placed temporarily in the Weisburger Storage Warehouse and disposed of through normal surplus channels locally.

This whole picture contemplates a remainder force in New York of between 15 and 20, depending on the number of people who will work out of the New York office for Colonel McIntyre but not maintaining desk space, just headquarters. This number will decrease each month, with eventual complete liquidation scheduled for December 31, 1945.

ccr
C.C.B.

WAR DEPARTMENT
OFFICE OF THE ASSISTANT SECRETARY OF WAR
STRATEGIC SERVICES UNIT

25th & E STREETS, N.W.
WASHINGTON 25, D.C.

2 November 1945

To: Colonel Quinn
Subject: Reports Declassification Section

Lieutenant Roberts, USNR, Executive Officer
for Commander Shaheen on Reports Declassification,
has just furnished me the following information.

Lieutenants Carroll and Roberts, USNR, have
put in their separation papers November 1. Commander
Shaheen is expected to put in his papers in the near
future. This will leave with Reports Declassification
Lieutenant Cave, USNR, Captain Hall, Enlisted Men Blackly
and Wood, and three stenographers who are now alternating
between Reports Declassification and Special Projects.

It is requested that this office be informed
as to whether or not this Section is to be continued on
and after December 1, 1945.

Edward W. Gamble, Jr.
Edward W. Gamble, Jr.

Mr Gamble

*You are informed that the
Sections above are not to be
continued after 1 Dec - It
may be necessary to retain one individual
for a short time to provide
background to J.M.
+ the rest of the
Director's Staff*

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. E. W. Gamble

DATE: 1 Oct. 1945

FROM : Charles S. Cheston

SUBJECT: Letter of 9/20/45 from Lt. Col. John W. McIntyre
to Mr. Eric Staight

I have arranged to have the Survey of Foreign Experts files sent from the New York Office to Mr. Shepardson.

Please see me about the balance of information in this letter.

CSC:R

5. Gruntz

3 Transmittal

1st Lt. A. E. Lundquist
T/Sgt E.B. Smith
Sgt. Paul B. Nicholas
Sgt. Wm. A. Gerhard
Corp. Rost R. Smylie
Sgt. Grant M. Hegrans *
Cpl. Frank T. Gehrecks

* Application made for release from the Army

** Has been ordered to report to Washington for release from Army

ACTIVITIES: At present the greatest proportion of the time of this Division is spent in compiling supplemental data to the Termination Reports sent in by the manufacturers of the items which were purchased through this office. As some of these contracts go back over a period of several years, the compiling of the above mentioned data is quite a lengthy job and requires a thorough study of the data which has accumulated for each device through the period of its manufacture. In addition, each Termination report has to be audited and the inventory checked and certified to, after which said inventory must be disposed of through the proper Government Disposal Agency. The actual payment of the many claims is passed on by the General Counsel's office in Washington, at which time the claim is carefully scrutinized for legal form and technicalities. Due to the necessity of thoroughly examining and certifying these termination claims in the General Counsel's office, we are unable to definitely state the length of time that will be required to complete the work here in New York.

Memorandum • UNITED STATES GOVERNMENT

Mr. Eric Staight

DATE: 20 September 1945

Lt. Colonel John W. McIntyre

SUBJECT: STATUS OF SPECIAL PROCUREMENT DIVISION

1. Confirming the conversation between the writer and Mr. Staight this morning, the following is believed to be the status of the New York Special Procurement Division for the period of the next few months.

PERSONNEL : On the 1st of October, it is expected that there will be a total of 14 people in this Division, consisting of 3 Civilians and 11 Military. These are listed as follows:

<u>CIVILIAN:</u>	Miss Lee Gileno	
	Miss Catherine Murphy	
	Miss Eleanor Fuesslin	
<u>MILITARY :</u>	Lt. Col. John W. McIntyre	
	Captain W.L. Collins	*
	1st Lt. J.J. Byrne	**
	1st Lt. H. E. Moore	
	1st Lt. A. E. Lundquist	
	T/Sgt E.B. Smith	
	Sgt. Paul B. Nicholas	
	Sgt. Wm. A. Gerhard	
	Corp. Rost'R. Smylie	
	Sgt. Grant M. Hegrane	*
	Cpl. Frank T. Gehrecke	

5. Gruntz
3 Transferts

Shaw Files

* Application made for release from the Army

** Has been ordered to report to Washington for release from Army

ACTIVITIES: At present the greatest proportion of the time of this Division is spent in compiling supplemental data to the Termination Reports sent in by the manufacturers of the items which were purchased through this office. As some of these contracts go back over a period of several years, the compiling of the above mentioned data is quite a lengthy job and requires a thorough study of the data which has accumulated for each device through the period of its manufacture. In addition, each Termination report has to be audited and the inventory checked and certified to, after which said inventory must be disposed of through the proper Government Disposal Agency. The actual payment of the many claims is passed on by the General Counsel's office in Washington, at which time the claim is carefully scrutinized for legal form and technicalities. Due to the necessity of thoroughly examining and certifying these termination claims in the General Counsel's office, we are unable to definitely state the length of time that will be required to complete the work here in New York.

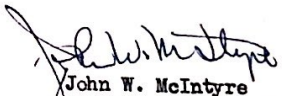
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2. Since it has been definitely established that the present offices be vacated by December 31st, it can be assumed that any work not completed by the office at this time will be transferred to Washington. Until that date, however, it is the writer's judgment that the work can best be processed and accomplished in New York because of the matter of dealing with the vendors of the items and the disposal of the large and unusual inventories.

3. Therefore, it is requested that the previous date of liquidation of this office, which had been given as November 15th, now be changed to December 31st. As a matter of incidental information, it can be authoritatively stated that should the office be moved before that time, OSS will lose the services of the remaining civilian employees since they would not care to transfer to Washington for a month or two, and in addition to this, it will place all the officers and enlisted men on a travel status in New York because of the work still remaining here to do. The additional cost of this latter, the writer believes, will be greater than maintaining the office in its present location.

4. It is believed that a more accurate and authoritative statement of the activities and the duration of the same for this office may be obtained by contacting Mr. M. I. McHugh, Chief, Procurement and Supply Branch, Washington, D.C.

JWMcI/ejf


John W. McIntyre
Lt. Colonel, Ord. Dept.
Chief, Special Procurement Division